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Chief, Management Staff

Chief, O&M Staff (DD/S Area)

Work Report for Period 1 November 1956 Through 7 November 1956

1. Accomplishment

- a. MS 1032, Audit Staff, Establishment of a Field Audit Unit in [redacted] and Transfer of Area Position. [redacted] 25X1A6a 25X1A9a
- b. In conjunction with the Assistant to DD/I (Admin), briefed a member of a White House Committee Staff on the relationships between civil and military components of National Intelligence. [redacted] 25X1A9a

2. Assignments (Active)

		<u>Target Date</u>	
25X1A9a	a. MS 5-1E, Compt., Study of Technical Accounting Staff. [redacted]	15 November 1956	
25X1A9a	b. MS 5-1F, Compt., Study of Program Analysis Staff. [redacted]	15 December 1956	
25X1A9a	c. MS 5-38, T/O System Analysis, Manpower Control. [redacted]	1 December 1956	
	d. MS 6-28, OS, Follow-up on MS Administrative Survey of Correspondence and Records Branch. [redacted]	15 November 1956	25X1A9a
	e. MS 6-47, Compt., Study of Use of UV Funds to Pay Agency Employees, Isolation. [redacted]	7 November 1956	25X1A9a
25X1A9a	f. MS 6-48, OS, Reorganization of Support Branch, SSD. [redacted]	30 November 1956	
25X1A9a	g. MS 6-49, OTR, Study of OTR Language and Area Instruction. [redacted]	1 December 1956	
	h. MS 6-51, OTR, Follow-up on MS Study of Feasibility of Transferring OTR Library to OCR and Establishment of Communism Library. [redacted]	1 December 1956	25X1A9a
25X1A9a	i. MS 6-66, Compt., Music System Proposed for Payroll Branch. [redacted]	15 January 1957	

3. Assignments (Inactive)

- a. MS 5-1, Compt., Study of the Comptroller Organization. [redacted] 25X1A9a

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- 25X1A9a b. MS 5-1D, Compt., Study of the Budget Division. 15 December 1956
- 25X1A9a c. MS 6-47, Compt., Study of Use of UV Funds to Pay Agency Employees, Components other than OTR. 15 January 1957
4. Training
- a. 5 Hours - Reading Improvement Course. 25X1A9a
- b. 4 Hours - Conference Leadership Course. 25X1A9a
- c. 1 Hour - Indoctrination in other M.S. Components. 25X1A9a

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